

**QUESTIONS & ANSWERS 04-27-2017:**  
**RFP DU208WP-17-R-0002**

1. Do Contractors need to submit separate proposals for the two regions? Or is the Contractor instructed to submit one proposal with separate pricing for each region? **Contractors can provide separate proposal packages on one region or both regions. In summary, Contractors may submit one proposal per region of their choice or both. Proposals for two regions SHOULD NOT be combined in one proposal.** Per Section L of the solicitation, the page limitation is 10 pages per proposal. The total page limitations per proposal cannot be combined between the two proposals. **CONTRACTORS DO NOT need to provide proposals for each region if they are only interested in proposing for one region instead of both regions.**
2. What is the deadline for receipt of the manual submission of the application? Is manual submission necessary or only digital? **The deadline for a digital submission via email correspondence is 2:00pm Mountain Daylight Time (MDT), Friday, May 5, 2017. No mailed proposal will be accepted.**
3. Why is past performance not an evaluation factor? **Per HUD's Acquisition Instructions - PAST PERFORMANCE AND/OR PREVIOUS EXPERIENCE – Will be evaluated as part of the overall responsibility determination under the LPTA evaluation/award process, NOT as an individual evaluation factor.**
4. Will the Contractor be provided with the technical ability to perform parallel inspections for Quality Control inspections? **No. Currently, HUD's systems will not allow two open inspections on the same property at the same time for non-HUD staff.**
5. What is the anticipated period of performance for task orders? **The period of performance will be established based on the number of inspections per task order. For example, task orders with 100 inspections may have a 60-day period of performance and a task order with 500 inspections may have a 120-day period of performance.**
6. Is Post Project Analysis to be completed after the Option Years? Or only after the Base year? **Post project analysis is due after the base period and at the end of each option period.**
7. Is there a required QC inspection percentage, or is that up to the vendor to determine? **HUD will not impose a mandatory QC inspection requirement. Contractors can establish their own internal threshold for monitoring inspector performance to meet HUD's definition of satisfactory performance under this deliverable as no more than one de-certification within the performance period.**
8. Will non-on demand tasks orders have a minimum length of a 90-day performance window? Will they have a longer performance window? **On demand inspections, will have a shorter performance period of 30-days or less. The number of on demand inspections will be minimal and is expected not to exceed ten (10) in the base period and/or the option period.**
9. How often does HUD anticipate issuing task orders? And what is the expected response turnaround time for task order award?

**HUD anticipates issuing 3 to 4 task orders per year and expects to award task orders within 2 weeks of the IDIQ contracts.**

10. Is there a required QC inspection percentage or is it up to the vendor to make that determination? **See Question 7 - Contractors can establish an internal threshold for conducting QC inspections without any mandates from HUD. However, HUD requires no more than one de-certification during the performance period.**
11. Section 1.7 refers to, "Inspection companies to have capabilities in software development and IT technical assistance..." Please clarify minimum vendor qualification under these requirements. **Page 11 of 24 of Attachment 1 (PWS) provides the following link to the Physical Assessment Sub-subsystems (PASS) webpage which includes the current software and hardware requirements for conducting UPCS REAC inspections:**  
  
**[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/public\\_indian\\_housing/reac/products/prodpass/dcd4.0](http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/reac/products/prodpass/dcd4.0)**
12. What is the expected date of the first task order award? **Sometime during the last quarter of the Fiscal Year 2017.**
13. Will HUD provide current PIC lists for inspections, or must the contractor obtain these from the POA? In what format, will the PIC lists be delivered? **Per the UPCS protocol, POA contact information should be provided when the inspection is downloaded by the inspector. When no POA information is provided because the development is a newly formed entity, the contractor should notify HUD immediately.**
14. Will contractors be paid by Direct Deposit? **Yes**
15. Is our bid price per task order or per inspection? **The Bid Price is per inspection as identified within the two tables for each region in Schedule B of the solicitation. When pricing is request for a task order the Contractor can propose lower but not greater than the initial proposed set pricing established within the individual IDIQs contracts for each region.**
16. When will completed inspections that have been accepted be paid? **As soon as the invoice has been submitted and then approved by the Contracting Officer Representative (COR) the invoice will be process for payment.**
17. Is the awarded bidding price the final price, or will there be competitive bidding based on price for each task order? **There will be the opportunity to propose lower pricing per task order.**
18. For individual task orders, can the contractor bid higher than the original proposed and awarded price? **No, the contractor cannot bid/propose a higher price only a lower price per inspection.**

19. Part II, Section II of the Pricing Schedule indicates that the pricing detail is based on labor categories, labor rates, number of hours, materials and other costs that make up the bottom line price. However, Section B is asking for a price per inspection. The pricing instructions don't seem to fit the per inspection requirement. Please clarify. **This provision is inserted to ensure that contractors adequately compensate REAC-certified inspectors at or above prevailing market rates for similar inspection services as defined by the Department of Labor. Contractors should submit a per inspection price in their proposal(s) that complies with local prevailing labor rates.**

#### **Performance Work Statement (PWS)**

20. Page 6 refers to Software Development. What software development is necessary for this contract? **HUD hopes to achieve the following two goals with the IDIQ contract: (1) technically acceptable inspection reports through HUD's systems for each and all developments associated with all task orders issued under the IDIQ unless the properties have been determined to be un-inspectable after the task order is issued; and (2) an analysis from each Contractor at the end of the performance period which states the feasibility of the Contractor to develop their own inspection software that can collect UPCS deficiencies on HUD properties, upload the identified deficiencies into HUD's systems and produce inspection reports that are accepted by HUD and compatible with HUD's systems.**
21. Page 6 references the properties that have been selected for this contract. Will HUD share this list of properties with contractors prior to contract submission? **No.**
22. What percentage of the selected properties are rated by HUD as having estimated completion times of 2 days or greater? **This information is not available.**
23. Page 12 references DCDs. Does contractor need to own and furnish all DCDs or simply prove that its inspector network is already in possession of the requisite equipment? **Contractors must ensure that all inspections are conducted using the DCD software and conform to HUD's software and hardware requirements. Current software and hardware requirements can be found at:**  
**[https://portal.hud.gov/hudportal/HUD?src=/program\\_offices/public\\_indian\\_housing/reac/products/prodpass/dcd4.0](https://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/reac/products/prodpass/dcd4.0)**
24. Page 12 refers to classroom training. Do online courses/lectures meet HUD's definition of formal classroom training? **All inspectors must attend and successfully complete all phases of HUD's REAC-Certification training to become REAC-certified. Information on REAC's training requirements can be found at:**  
**[https://portal.hud.gov/hudportal/HUD?src=/program\\_offices/public\\_indian\\_housing/reac/products/pass/insp-cert](https://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/reac/products/pass/insp-cert)**  
**Contractors should conduct their own in-house training programs and inspector development courses, mock inspections, tandem inspections etc. aimed at developing their inspector personnel. All in-house training programs must be UPCS-compliant but are not required to be approved by HUD.**
25. Page 12 Section 4.1 references training. Will the contractor have the authority to certify inspectors in the UPCS protocol, or must all inspectors be certified by HUD REAC? **No. At this**

**time, contractors will be required to use inspectors that have been certified through HUD's certification training.**

26. Page 15 Section 2 Clause D indicates that QC inspectors must have, "No current performance related Out of Standards". How does REAC define, "current" as it relates to this subsection? **HUD requires that QC inspectors have no performance deficiencies at the time the contractors' proposal is submitted. QC inspectors may have earned a PD in the past. HUD will certify through Inspector Administration that the contractor's designated QC inspector has no performance deficiencies.**
27. Page 15 Section 2 references qualifications for QC Inspectors. Traditionally HUD has not provided contractors with the requisite information regarding Out of Standards to comply with this request. Will this information be provided to the contractor?  
**HUD's Inspector Administration will certify that the proposed QC inspector meets HUD's standard of having no current performance deficiencies. QC Inspectors as well as REAC Inspectors are subject to HUD's Inspector Administration and HUD's QA policies and HUD QA inspectors.**
- When HUD's QA is on-site to conduct a CQA, IQA or other evaluation and the QC Inspector is also present to evaluate the inspector's performance, the QC inspector is subject to HUD QA's findings, instruction and conclusions. The contractor's QC inspector cannot override or contest a HUD QA's finding, instruction or conclusion.**
- In the case where the designated QC inspector meets the experience requirement but was de-activated from the program due to inactivity, the QC inspector may be re-activated as a REAC-Certified inspector and designated as a QC Inspector by HUD by successfully completing an inspection with a HUD QA inspector.**
- IDIQ inspections will be rejected based on an internal statistical analysis, an out-of-standard CQA, IQA or LQA. Data leading to a rejected inspection will be made available to the QC Inspector when it is released for distribution by REAC. QC inspectors can assess inspector's performance by observation, tandem inspection and in-house training.**
28. Page 15 section 4.5.1 refers to inspector qualifications. Will HUD require inspectors to work for only one contractor under this contract? **No. HUD will not require that inspectors work for only one Contractor under this contract.**
29. Page 17 section 4.6.1 refers to quality control. It states, "The QCP shall also provide the Contractor's methodology for establishing an internal feedback system for support personnel and for resolving problems identified by that feedback system?" What is intended by the terminology "support personnel" in this situation. **Support personnel refers to inspection personnel, scheduling agents and other staff members. The QCP should demonstrate how the Contractor will ensure quality and respond to HUD's inquiries and customer complaints.**
30. Page 18 refers to the Certified Inspector Report. Will HUD provide contractor with the date of UPCS Certification, Out of Standard information and PIV Certification Dates? HUD has traditionally not furnished contractors with this data which is needed to complete this report.

**No. The Contractor is responsible for obtaining this information from the inspector.**

31. Page 20 Section 5.1.4 subsection 4 states that the performance period for On Demand Inspections will be 30 days. Will HUD waive its 20-day inspection notice requirements so this is possible? **Yes. 5.1.4 states that The Contractor must schedule on-demand Inspections within seven days from the day the inspection details are given to the Contractor.**
32. Page 21 indicates that the contractor needs to, “Ensure that the inspection schedule is current to within two hours...”. Please clarify what is intended by that statement. **Changes to existing information previously entered into HUD’s system by the contractor, i.e., the inspector’s name, M or I number and inspection date and time must be accurate at all times within the span of two hours. For example, if the POA and the inspector agree to change the inspection date at 11:00am, the new inspection date and time should be entered into HUD’s system by 1:00pm of the same day.**

#### **Quality Assurance Surveillance Plan (QASP)**

33. Page 3 indicates a monthly amount agreed upon in the contract. To what is this statement referring? **Contractors will be paid per month for the agreed-upon per inspection price listed in his or her proposal as inspections are accepted. The Contractor should bill for the cumulative amount, based on the per inspection price, for all accepted in a given month. REAC will verify the billable amount for the Contracting Officer Representatives and Contracting Officer.**

#### **Various**

34. Will the inspection vendor be able to train inspectors for certification or will HUD conduct the certification training?

**In the base period and option periods, Contractors will be required to use inspectors that are certified through REAC-sponsored classes. Please note: REAC-certification is an earned designation, not REAC’s guarantee of professional competency or compliance with the UPCS protocol. Contractors are required to develop an internal quality management program and QCP to ensure inspectors adhere to the UPCS protocol at all times. Inspections performed by REAC-certified inspectors can be rejected. HUD will not pay for rejected inspections.**

**In the future, HUD may waive Phase 1 training requirements, if the inspector has received adequate substitute “certification-prep” type training from a REAC-approved, internal certification program. The inspector will be permitted to schedule the Phase 2 training with HUD QA. If the inspector is unable to pass Phase 2 training, the inspector will be required to complete the traditional training program through HUD. Contractors are encouraged to offer training and development throughout all stages of the certification process to ensure that inspectors can successfully obtain the UPCS certification.**

35. If HUD is performing the inspector certification trainings sessions; when, where, and how often will training sessions be held?

**The following REAC-certification classes have been scheduled but are subject to change. The current schedule is as follows:**

OPEN 1a	CLOSE 1a	1b location	1b dates (Tuesday - Friday)
Monday, May 1, 2017	Monday, June 12, 2017	St. Louis, MO	June 20-23, 2017
Monday, May 15, 2017	Monday, June 26, 2017	Albuquerque, New Mexico	July 11-14, 2017
Monday, May 22, 2017	Monday, July 3, 2017	Cleveland, OH	July 25-27, 2017
Monday, June 5, 2017	Monday, July 24, 2017	Newark, NJ	August 8-11, 2017
Monday, June 19, 2017	Monday, ~July 31, 2017	Puerto Rico	August 22-25, 2017

**Contractors can access the training information and register for upcoming classes schedules at:**

**[https://portal.hud.gov/hudportal/HUD?src=/program\\_offices/public\\_indian\\_housing/reac/products/pass/pass\\_trng](https://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/reac/products/pass/pass_trng)**

36. Is HUD proposing that the inspection vendor utilize the existing HUD REAC system to conduct the inspection process, or will the inspection vendor process the inspections on its own platform? **The Contractor will use the HUD REAC system. The Post Project Analysis Report requires that the Contract propose possible future options that would allow Contractors to use their own platform/software to complete inspections.**
37. Will one proposal be required for each region (totaling two proposals if the bidder wishes to compete for both regions)? **Yes, one proposal will be required for each region. No more than a total of 2 proposals should be submitted. See question No. 1 for further details.**
38. Can a bidder be awarded in both regions or will only one region maximum be awarded to each? **Yes, a Contractor can be awarded an IDIQ Contractor in both regions.**
39. Does HUD require a minimum number of Key Personnel to qualify? **No**
40. Will an awardee be penalized for failing to complete an assigned inspection and, if so, in what manner? **If an inspection is not completed based on the performance standards as setout within the PWS the Contractor will not be paid.**
41. Can we have the list of properties that are anticipated to be inspected under this contract now? **No. Contractors should base their proposals on their ability to service developments located in the identified regions.**
42. Roughly how many units per property will be inspected, on average? Use already established REAC sampling size? **Contractors will follow current UPCS protocol. The estimated duration of an inspection can range from one-day to five days.**
43. What is the protocol for uncooperative properties? How will HUD enforce that they cooperate to schedule an inspection that is needed? **As stated in 5.1.1 of the PWS, the Contractor should notify HUD if a POA/ED is uncooperative only after all reasonable measures have been taken by the contractor to schedule the inspection.**

44. Attachment 1, Page 5 of 24 “Report un-inspectable properties to HUD”? What would be the reason(s) that a property would be un-inspectable? **There are various reasons, a property may be reported un-inspectable. For example, a property may be un-inspectable due to current renovation being conducted on the property. The Contractor will report the status of the property to HUD, via Secure Systems, and HUD will confirm the status of the property. If the Contractor provides timely notification and demonstrates a good faith effort to schedule inspections, no penalty will be assessed**
45. Can you define “Conflict of Interest” under this contract? Any company that is qualified to respond to this RFP will have established relationships with many Property Management Companies and Housing Authorities. Will a Conflict of Interest arise on a per property basis or per organization basis? How are these conflicts expected to be resolved? **PWS Section 4.4.2 details the Conflicts of Interest under this contract. HUD is interested in conflicts (within the past 12 months) that arise at the “property” level. The Contractor shall notify HUD of the actual or potential conflict. The Contractor will not be permitted to inspect the individual property in question.**
46. Page 70, Section L.9, paragraph B, states that 3 copies of Part I and 3 copies of Part II are required to be submitted. However, page 75, section L.12, states e-mail submissions are required by noon mountain daylight time and that an original copy is to be mailed to the specified address. Please clarify if email submission is acceptable with one (1) original copy mailed to the specified address found on page 75 of the RFP. **The verbiage on page 70 has been changed as follows: (b) The number of proposals required is one electronic copy of Part I, and 1 electronic copy of Part II.**
47. Page 72, Part I – Section V, Key Personnel. Are there specific roles that are considered Key Personnel? **The Quality Control Inspector and the REAC-Certified Inspector shall not be considered Key Personnel. Per the PWS the only individual positions that are considered Key Personnel are the Contract/Project Manager and the alternate Contract/Project Manager.**
48. Page 72, Part II – Section I, Responsibility Determination. Are Representations, Certifications, and Other Statements of Offerors required for prime and sub-consultants or prime only? **All provisions of the IDIQ contract relating to the performing inspections and the required certifications pertain to both the prime and the subprime Contractors.**
49. Page 73, bulleted item 2 at top of page. Paragraph references Attachment 3 as the past performance reference survey. However, Attachment 3 references task order and does not reference past performance. Attachment 8 references past performance and includes survey. Is Attachment 8 the correct attachment for past performance survey? **Under Section L.9 HUDAR CLAUSE 2452.215-70 Proposal Content - MAR 2016 Alternate II - (d) PART II – BUSINESS PROPOSAL PART II - Section I - RESPONSIBILITY DETERMINATION (4) The offeror shall submit the following past performance information/ documents under Part II--Business Proposal (4): The 3<sup>rd</sup> Bullet shall now read:**
- **The Contractor shall provide the survey contained in Attachment 8 (instead of Attachment 3) to each past performance reference in sufficient time for the reference to complete and**

submit the survey directly to the HUD Contracting Specialist/Officer by the same date and time proposals are due. Past Performance surveys shall be required for each proposal package. The Past Performance Surveys can be duplicate between the two proposal packages for each region but shall not be omitted within either proposal package. **Contractors SHALL BE REQUIRED to submit an electronic copy or screen print of past performance when it is available within the Past Performance Information Retrieval System directly to the HUD Contracting Specialist/Officer by the same date and time proposals are due.**

50. Will you extend the deadline for submitting questions? **Yes, if major changes need to be made to the solicitation on any of the attachments.**
51. Will you extend the deadline for submitting a bid? **If the Contracting Officer deems necessary, the deadline will be extended.**
52. Will they accept information from different data collection services capable communicating with their systems? Can this information be used to provide additional information the Department may not have considered? **No. Currently, HUD only has the capacity to accept information submitted using HUD DCD software. As stated in 5.1.4, page 20 of 24, in the Post Project Analysis report to be submitted at the end of base year one and each subsequent option year, contractors should address their ability to develop their own software that has the capacity to capture deficiencies and interact with HUD's systems.**
53. When is the anticipated start date of the trial period? **During the last quarter of the Fiscal Year 2017**
54. Will the sample size of units remain the same as the current REAC protocol? **Yes, HUD anticipates that the sample size will remain the same as the current REAC protocol.**
55. Multiple Contractors will be selected; how will the work be allocated to the multiple awardees? **The Contractors will be selected to participate in either on or both regions. When each task order is to be awarded, the Contractors will bid on the task order and the lowest price will win the task order.**
56. Is the expected inspection volume for the total program or per contractor? **The inspection volume is the total volume of the program. If the IDIQ contract is successful, the volume of inspections may increase significantly.**
57. Is there any connection or relation between this Solicitation # DU208WP-17-R-0002 and Solicitation #DU208WP-15-R-0001 (Joel Bartholomew)? **There were no past solicitations released associated with this solicitation.**
58. Under Section 1.4, it is noted that, "Contractor(s) are responsible for having certified inspectors available to meet the requirements for each task order."
  - Are the contractors going to be responsible for recruiting inspectors and assuring their certification or is HUD/REAC going to assure there are a "reasonable" number of inspectors in every area under the contract?



- Is there a number of certified inspectors in any area that will be successfully trained at all times in the areas under the RFP?

Yes, Contractors will be responsible for recruiting inspectors and assuring inspectors are REAC-certified. In keeping with REAC's goal to partner with UPCS IDIQ Contractors that are self-directed in performing physical assessment inspections, REAC will not be responsible for supplying, maintaining or recruiting REAC-certified inspectors in the subject areas on the contractor's behalf. Contractors will be responsible for providing REAC-certified inspectors to meet demand and should give ample consideration to how they will recruit and/or subcontract with REAC-certified inspectors to meet deadlines. REAC's online and in class training classes will be available for contractors to register prospective candidates. Information on REAC's certification training process is available at: [https://portal.hud.gov/hudportal/HUD?src=/program\\_offices/public\\_indian\\_housing/reac/products/pass/insp-cert](https://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/reac/products/pass/insp-cert) . Contractors and prospective candidates will be responsible for travel costs, meals and all other costs related to attending REAC's UPCS certification training. Currently, REAC's UPCS Certification instruction is free.

Contractors should view the REAC-certification as a designation rather than REAC's guarantee that the work performed by an inspector who has earned the REAC designation will not be rejected. Contractors will be responsible for the work performed by a REAC-certified inspector and must remedy performance deficiencies, and in some cases, re-do inspections that have been deemed unacceptable by HUD. Also, contractors are responsible for mitigating performance deficiencies among their REAC-certified inspector pool that may lead to de-certifications and consequently, a deficit in the number of available REAC-certified inspectors to perform the work. Under the IDIQ, contractors are required to create a plan and conduct in-house training that is designed to eliminate "Out of Standard" performance ratings and de-certifications within their inspector pool. Contractors must demonstrate how they will mitigate inspector de-certifications and maintain access to a sufficient number of REAC-certified inspectors to perform the work.

59. Has a contractor performed similar work to this for the Government in the past?  
If available, please provide the incumbent contract number.  
If you are unable to provide a contract number, is it safe to assume this is a new requirement for the government? **There are micro-purchase orders issued under The Purchase Card Program Contract CPHI-01003-PHI-T001 to inspection companies throughout the year to perform similar work. Under CPHI-01003-PHI-T001, inspection companies win work through a reverse auction process. There are currently 60 eligible inspection companies (contractors) in the Reverse Auction Program and each contractor is issued a PO per winning lot. Therefore, each individual PO serves as a contract.**
60. There are 15 states where inspections are to be performed. Is there an estimate of how many inspections are required in each state each year? **SEE TABLE BELOW**

REGION	STATE	Estimated Inspection Count
Region IV	Arkansas	70

Region III	Illinois	300
Region III	Indiana	180
Region IV	Iowa	50
Region IV	Kansas	50
Region IV	Louisiana	90
Region III	Michigan	210
Region III	Minnesota	185
Region IV	Missouri	90
Region IV	Nebraska	40
Region IV	New Mexico	30
Region III	Ohio	375
Region IV	Oklahoma	60
Region IV	Texas	290
Region III	Wisconsin	180
Total		2,200

61. Will this be a IDIQ for up to 5 years? **No, there will be One Base Period and two Option Periods**
62. Are the vendors selected required to maintain an office in each state? **No, there is no need for the Contractors to maintain an office in each state to perform the work. The inherent nature of the work, i.e., inspection services, requires inspectors to travel to the subject properties and conduct the work onsite.**
63. Are there incumbents to these inspections under another contract which is similar in scope? **There are Contractors currently performing inspections under the Reverse Auction Program (RAP) contract who could fulfill this requirement. Therefore, current RAP contractors were included in the market research for this procurement.**
64. The revised solicitation instructions indicate that offerors are required to submit a full proposal package for each region proposed. If we intend to use the same past performance references for both regions, would it be acceptable to have our client references submit a single past performance survey for both regions? **Schedule B has a total of two tables, one for Region III and one for Region IV (SEE BELOW). The Government wants two different proposal packages for each region that the Contractor will provide pricing.**

The Government is asking for the following price schedule to be completed. In turn, a Contractor can submit one proposal package for each region or submit one proposal package to include both regions. There should be a separate set of pass performance surveys completed for each region:

#### B.5.4 CONTRACT UNIT AND TOTAL PRICES

Region III Multiple Award IDIQ				
CLINs	Deliverable Description	Quantity Each	Per Inspection Unit Price	Total Price
0001	Base Period: Inspections (Multifamily)	Max: 1,400 (Est. 1,200)	\$	\$
0002	Base Period: Inspections (Public Housing)	Max: 20 (Est. 18)	\$	\$
	Total Amount Base Period Region III			\$
1001	Option Period 1: Inspections (Multifamily)	Max: 1,400 (Est. 1,200)	\$	\$
1002	Option Period 1: Inspections (Public Housing)	Max: 20 (Est. 18)	\$	\$
	Total Price Option Period 1 Region III			\$
2001	Option Period 2: Inspections (Multifamily)	Max: 1,400 (Est. 1,200)	\$	\$
2002	Option Period 2: Inspections (Public Housing)	Max: 20 (Est. 18)	\$	\$
Total Price Option Period 2 Region III				\$
TOTAL PRICE REGION III (BASE PERIOD + OPTION PERIOD 1 + OPTION PERIOD 2)				\$

REGION IV Multiple Award IDIQ				
CLIN #	Deliverable Description	Quantity Each	Per Inspection Unit Price	Total Price (Max Quantity * Unit Price)
0003	Base Period: Inspections (Multifamily)	Max: 1,000 (Est. 800)	\$	\$

0004	Base Period: Inspections (Public Housing)	Max: 10 (Est. 8)	\$	\$
<b>Total Price Base Period Region IV</b>				<b>\$</b>
1003	Option Period 1: Inspections (Multifamily)	Max: 1,000 (Est. 800)	\$	\$
1004	Option Period 1: Inspections (Public Housing)	Max: 10 (Est. 8)	\$	\$
<b>Total Price Option Period 1 Region IV</b>				<b>\$</b>
2003	Option Period 2: Inspections (Multifamily)	Max: 1,000 (Est. 800)	\$	\$
2004	Option Period 2: Inspections (Public Housing)	Max: 10 (Est. 8)	\$	\$
<b>Total Price Option Period 2 Region IV</b>				<b>\$</b>
<b>TOTAL PRICE REGION IV (BASE PERIOD + OPTION PERIOD 1 + OPTION PERIOD 2)</b>				<b>\$</b>

65. Please provide further clarification on the Key Personnel positions. Q.47 response indicates that the Quality Control Inspector and the REAC-Certified Inspector are Key Personnel. P.14 of the PWS designated the Contract/Project Manager and the alternate Contract/Project Manager as Key Personnel. If REAC-Certified Inspector(s) are considered key, we will need far more than 10 pages for the Key Personnel section of the response. **The Quality Control Inspector and the REAC-Certified Inspector shall not be considered Key Personnel. Per the PWS the only individual positions that are considered Key Personnel are the Contract/Project Manager and the alternate Contract/Project Manager.**
66. Will HUD consider extending the electronic proposal due date by 1 week (to May 5<sup>th</sup>) to provide offerors more time to incorporate the additional clarifying information that was included in HUD's responses to questions? **Yes, an amendment will be posted on Monday, April 24, 2017. In turn, the new proposal due date will be changed to 2:00pm Mountain Daylight Time (MDT) Friday, May 5, 2017.**
67. On the 1449 solicitation, we are asked to complete BLOCK 12. Could you please elaborate as what we should have in there? **This can be left blank.**
68. For the Insurance, we understand we need to have HUD listed on the certificate. Do we use Colorado Address or DC address? **HUD HQs in Washington, DC.**
69. In the Q&A dated 4/19/17, it is stated that "offerors are not required to submit surveys for references where past performance is available in the Past Performance Information Retrieval

System.” We have personnel who have performed REAC inspections at multi-family HUD-owned properties. Would such inspections be included in the Past Performance Information Retrieval System? Is there a way we could verify that this is the case so as it insures we won’t need to submit surveys for those references? **It is always strongly suggested when putting a proposal together to add ALL information that would lead to an overall positive responsibility determination under the LPTA evaluation/award process. In reference to you question regarding the Past Performance Information Retrieval System the verbiage under (d) PART II – BUSINESS PROPOSAL - PART II - Section I - RESPONSIBILITY DETERMINATION as been changed to read as follows:**

**Contractors SHALL BE REQUIRED to submit an electronic copy or screen print of past performance when it is available within the Past Performance Information Retrieval System directly to the HUD Contracting Specialist/Officer by the same date and time proposals are due.**

70. What will happen to our submitted proposal, since these are new amendments coming after we have already submitted required paperwork? **In reference to the disposition of any previously sent proposal documents, all have not been opened and will be deleted in their entirety. The Government will await the 2 new proposals for each region based on the direction stated within Amendment 2.**
71. Secondly, are we now required to turn in four separate proposals, two for each regions including all 80 plus pages in each packet? **The Government’s original intent was to submit 2 proposals for each region for this requirement. The amendment will clarify this intent. Does it not seem burdensome to now require that four proposals be sent in? SEE the above response.**
72. What happens if one proposal gets mishandled? Can you elaborate further the meaning of mishandled? **No proposal will be mishandled.**
73. Why not just include four regions separately in one proposal to cut down on paperwork submittals, thus minimizing the likelihood of misplaced documents and also potentially less mistakes? **The Governments intent is to award separate IDIQ contracts for each of the 2 regions identified within the PWS. The 2 proposals for each region will be evaluated separately. Each Contractor can provide one proposal for each regionthere should be no more than 2 proposals per Contractor. CONTRACTORS DO NOT need to provide proposal for each region, this would apply if the Contractor was only interested in proposing for one region instead of both regions.**
74. Is this the most efficient way to do this? If at all possible, please would you elaborate why this change? **The Government received many questions regarding the submittal of two proposals. In turn, the Government made the decision to make some verbiage changes within the solicitation to make sure it was clear that the Government was requesting for two separate proposals.**
75. Even though most information will be duplicated, will it not increase the likelihood of errors? **No, during acquisition planning it was always the intent of the Government to request each Contractor to provide a proposal for each region....a total of 2 proposals or one proposal following the page limitations set out within Section L of the solicitation.**

76. We apologize for all the questions, but we are a bit confused now, with all the changes and amendments. As stated previously, this amendment will clarify these concerns. **CONTRACTORS DO NOT need to provide proposal for each region, this would apply if the Contractor was only interested in proposing for one region instead of both regions.**
77. On Attachment 8, Past Performance, the description of the contract on the survey to send to references refers to a TAC contract. (Pg.2, Attachment 8) Should we use this survey even with the incorrect description, or will HUD provide a corrected description of this contract? **Attachment 8 is actually a template, but the verbiage has been updated on the 2<sup>nd</sup> page. A MS Word version of the attachment has been added to the FBO synopsis.**
78. Does the survey in attachment 8 that past performers fill out need to be submitted via email, or a mailed copy? When does HUD request these surveys be received? **The past performance survey should be submitted via email correspondences to [Kathy.I.clark@hud.gov](mailto:Kathy.I.clark@hud.gov). The Past Performance Survey is due at the same as the proposal by 2:00pm MDT, Friday, May 5, 2017.**
79. Now that the proposal is due on May 5 instead of April 28, is the mailed copy due on May 15, or is it still due on May 8? **A mailed copy of the proposal(s) will not be accepted.**
80. Question 64 states that, "the government doesn't want two different proposal packages...". Yet Question 1 states that, "...contractors should submit one proposal for each region." Please clarify exactly how many copies of the full proposal, and exactly how many copies of the pricing proposal REAC wishes contractors to submit? **See Question 64 for an updated response.**